

Chairperson John R. Clark
Vice-Chairperson Michael Parks
Parliamentarian Don Maxwell



Commissioners
Michael Beckendorf
John Bond
Helen Chavarria
Ralph Davila
Robert Horton
G.H. Jones

MINUTES

**BRYAN PLANNING AND ZONING COMMISSION
SPECIAL TRAINING WORKSHOP
THURSDAY, JANUARY 24, 2008
AT 9:00 A.M.
ROOM 305, BRYAN MUNICIPAL BUILDING
300 SOUTH TEXAS AVENUE, BRYAN, TEXAS**

Disclaimer: *The meeting minutes herein are a summarization of meeting proceedings, not a verbatim transcription.*

1. CALL TO ORDER

Chairperson Clark called the special training workshop meeting to order at 9:07 a.m.

Commission members present: Mr. Michael Beckendorf, Mr. Johnny Bond, Ms. Helen Chavarria, Mr. John R. Clark (Chairperson), Mr. Ralph Davila, Mr. Robert Horton, and Mr. G.H. Jones.

Commission members absent: Mr. Michael Parks (Vice-Chairperson) and Mr. Don Maxwell (Parliamentarian).

Staff members present: Mr. Kevin Russell, Director of Development Services; Ms. Lindsey Guindi, Planning Manager; Ms. Julie Fulgham, Project Planner; Mr. Martin Zimmermann, Senior Planner; Mr. Randy Haynes, Staff Planner; Ms. Janis Hampton, City Attorney; Mr. Sam Aguirre, Assistant City Attorney; Mr. Paul Kaspar, City Engineer; Ms. Linda Huff, Director of Public Works; Mr. Joey Dunn, Assistant City Manager; and Mr. Rodney Schmidt, Planning Intern.

2. OPENING REMARKS AND OVERVIEW ON PURPOSE OF WORKSHOP

Ms. Lindsey Guindi, Planning Manager, commented that the special training workshop meeting is intended to provide training for the Commissioners as well as to provide opportunities for dialogue between Commissioners and staff.

5. PRESENTATION AND DISCUSSION OF CITY COUNCIL'S STRATEGIC INITIATIVES

Mr. Joey Dunn, Assistant City Manager, and Ms. Linda Huff, Director of Public Works, presented City Council's Strategic Plan 2007-2008. The strategic plan defines high-level strategies the City of Bryan is pursuing to enhance the community. The plan defines the strategies, partners, implementation steps, timelines and costs, if known.

3. GROUP EXERCISE

Mr. Martin Zimmermann, Senior Planner, led Commissioners and staff in an activity intended to discover peculiarities in the group.

4. PRESENTATION OF VIDEO "BEING AN EFFECTIVE PLANNING COMMISSIONER: ROLES, RESPONSIBILITIES, ETHICS, LEGAL ISSUES"

Commissioners and staff watched the video.

Chairperson Clark called a 10-minutes recess at 10:35 a.m.

Commissioners reconvened at 10:47 a.m.

6. DISCUSSION ON VIDEO "BEING AN EFFECTIVE PLANNING COMMISSIONER"

Chairperson Clark commented that Commissioners should read the staff reports in the P&Z packets, learn to use the City's GIS system and do site visits as often as possible.

Responding to questions from the Commission, Mr. Sam Aguirre, Assistant City Attorney, explained issues related to the Texas Open Meetings Act and conflicts of interest. Mr. Aguirre reminded that all public business should be conducted in regular open sessions. Chairperson Clark cautioned against hiding behind conflicts of interest when a controversial issue is being decided.

Responding to a question from Commissioner Davila, Mr. Aguirre commented that uniform application of the law is key, but that special circumstances come up which may require variances from the city's ordinances. Mr. Aguirre also commented that it is important for the Commissioners to articulate specific reasons when they wish to deviate from the standards so as not to appear to be ruling in an arbitrary and capricious manner.

7. DISCUSSION ON 2008 PLAN OF WORK

Discussion of the 2008 Plan of Work continued. Commissioners agreed to focus on development code rewrites and the joint subcommittee with the City of College Station's Planning and Zoning Commission. At Chairperson Clark's suggestion, College Main/Old College Corridor issues will be revisited in 90 days.

Commissioner Horton suggested creating a community outreach program where Commissioners volunteer, for example, to clean up a property.

Commissioners requested that the following items be brought before them in a workshop format at a later date for discussion: setback variances, affordable housing, Health Science Center master plan, and municipal golf course redevelopment.

8. ADJOURN

Without objection, Chairperson Clark adjourned the regular meeting at 12:22 p.m.

These minutes were reviewed and approved by the City of Bryan Planning & Zoning Commission on this the 7th day of **February, 2008**.

John R. Clark, Chairperson
Planning & Zoning Commission
City of Bryan, Texas

Lindsey Guindi, Planning Manager and
Secretary to the Planning and Zoning
Commission